

# বাংলাদেশ কম্পিউটার সমিতি

হাউজ: ৩৩/বি, রোড-০৪, ধানমন্ডি আর/এ, ঢাকা-১২০৫  
ফোন: ০৯৬১৪১১১২১৩, মোবাইল: ০১৮৪৭২৮৯০৮৯-৯৩  
ই-মেইল: [samity@bcs.org.bd](mailto:samity@bcs.org.bd)

## List of Submitted Documents

Name of the company: .....

Membership ID: .....

Address: .....

Representative of the company: .....

Designation: .....

Mobile: .....

Email: .....

Submission Date: .....

Sl#	Documents	Submission status (Yes/No)
1.	Money Receipt of yearly subscription 2025	
2.	Updated Trade License	
3.	Updated Tax Certificate/ Return Submission Receipt	
4.	Passport Photo of the representative-2 Copy	
5.	NID Copy of the representative	
5.	Representative at BCS related documents	
	5.1 For Limited/PLC/Incorporation Company	
	i. Forwarding letter on representation of the company with Representative's Signature attached by Chaiman/Managing Director	
	ii. Board Resolution	
	5.2 For Partnership Company	
	i. Forwarding letter on representation of the company with Representative's Signature attached by Managing Partner/Other Partner	
	ii. Partners consent letter for representation	

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Submitted by (With Company Seal)

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Received by (With BCS Seal)